



The Village of Biscayne Park

640 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: December 15, 2017

TO: Mayor and Commissioners

FROM: Krishan Manners, Village Manager

RE: Village Update

Mayor and Commissioners:

Join us tomorrow for the Annual Biscayne Park Winterfest! The parade begins at 11:00 A.M. and ends at the Rec Center, where we will have food trucks, bounce houses, music and.....SANTA!

- **Hurricane Irma Recovery:**

The debris piles are removed. Repairs to the staging areas will begin as soon as possible. The Parks & Parkways Board have made suggestions regarding creating a passive park with flowering trees, butterfly garden and seating area on the 114th street median. The Commission has also requested they make suggestions for the site by Village Hall.

- **Comprehensive Annual Financial Report (CAFR):**

Received confirmation from the Joint Legislative Auditing Committee today that the requested extension for the 2016 audit was granted. We now have until May 2018, but anticipate delivery earlier.

- **FINANCE:**

Governmental Management Services continue to catch us up as they prepare the 2016 books for audit. Monthly financial reports are being created so that as soon as the books are up to date we can begin receiving regular reports.

- **CODE:**

In-office administrative items being handled by Code Officer Caserta include: Making a lot of progress in our computer program which has been a big downfall for the department as data entries and maintaining documentation have been some of our biggest issues. Created new "Notice of Violations" which are in use immediately. We now have the ability to print out comprehensive reports, improved procedural routines are in place, currently we are restructuring our filing system to ensure we have all proper documentation available for our hearings (this includes old cases are in their proper places). We have created a follow-up routine to allow for daily inspection follow-up.



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Out in the Field, items being addressed by Code Officer Pinero include:
Issuing courtesy notices and admin citations and meeting with residents on violations. Administratively, she reviewed files for questions and reviewed open violations to ascertain abatement.

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 34

Total Cases by Category

Alarms: 9

Assists to Police Agencies: 5

Sick/Injured Person: 2

Suspicious Person/Vehicle: 2

Information/Non-Criminal Investigation: 11

Dog Calls (Lost/Found/Loose/Barking): 2

Traffic Crash: 1

Loud Music: 2

Significant Activity: 0

There was no significant criminal activity reported during this timeframe.

- **PARKS & RECREATION:**

The Amazonia Vocal Choir concert was held Sunday night and attended by approximately 90 people. Senator Daphne Campbell organized a Food Share event and we were able to provide meals to approximately 500 people.

Preparations for WinterFest continued. These included, grounds and facility upkeep, vendor confirmations, decorations, organization, etc.

- **PUBLIC WORKS:**

This week, Public Works staff put up Christmas decorations at the Rec Center and the Log Cabin. Mulch was delivered and spread in front of the Rec Center.

Mowed medians, repairs were made to the men's restroom door in the Rec Center as well as the fascia on the south side. Repaired broken bathroom partition door in the Women's restroom at the rec center. Assisted with Food Share event on Friday.

- **ADMINISTRATION:**



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Administration continues to work with H2O Partners, our Disaster Recovery Consultant, to maximize reimbursements from FEMA. The Manager attended the League of Cities Ethics Training class on Tuesday. On Friday, the Manager and Clerk attended the MDCCMA luncheon.

Wishing you all a great weekend!